



## ACAC Grants Committee

**Date:** February 13, 2023

**Time:** 7:30 p.m.

**Location:** Town Hall Annex, first floor meeting room

### Attendance (p=present, x=absent)

Kristin Bedard		Nancy Gray	p
Todd Brunel	p	Brian McMurray	p
Andrew Conway	p	Emily Reynolds	p

## MINUTES

### Administrative items

1. Vote on approval of past meeting minutes: 1/9/2023. Andrew moved approval, Todd seconded. Unanimous approval.

### Committee officer updates

2. Treasurer update: Three sets of paperwork outstanding. Liaisons to follow up with grantees.
3. Secretary update: No updates.
4. Publicity update: We are waiting on many publicity blurbs from grantees, liaisons to follow up individually.
5. ACAC Liaison update: No updates.

### Grant cycle discussion

6. 2022 grant cycle discussion, including:
  - a. Vote on final reports: Dan Fox, Arlington Author Salon reports approved.
  - b. Outstanding final reports: Liaisons to follow up individually.
7. 2023 grant cycle discussion, including:
  - a. Review of timeline/next steps
  - b. Updates about grantee projects: Erica Klein's project has been pushed later in the year. We are waiting on publicity blurbs from many grantees.
  - c. Vote on final reports: Belmont World Film Festival report approved.

### Other business

8. Committee name consistency follow-up: Emily had the MCC website updated. Brian will work on consistency on the ACAC website. Todd and Brian will work on our Facebook branding. Emily to ask Kristin if she has thoughts or ideas about visual branding/logo.

9. Member handbook discussion (Nancy): Andrew will share his committee documentation with Nancy, who will compile information for new members in future.
10. New business: Community survey needs to happen in the spring, so we can take it into consideration for the FY24 grant guidelines. New member recruitment this spring; Andrew will post to the Arlington List FB group.

Emily moved to adjourn; Andrew seconded. Unanimous approval.

*The meeting was adjourned at 8:27pm.*

*Submitted by Emily Reynolds, co-Chair/Secretary*